

APPENDIX MM - Value Analysis

Table of Contents

APPENDIX MM - Value Analysis.....MM-i

Value Analysis Report.....MM-3

Quarterly Status Report for Value Analysis.....MM-5

Value Analysis Report

The Value Analysis Report is comprised of three parts. The Executive Summary, the VA Study Report, and the VA Study Workbook. Use the following outline when composing the report.

I. Executive Summary

Project Description

List District, County, Route, Kilometer Post (Post Mile), Title, Project Stage, and Program.

Include brief, general description of the project.

Proposal

Discuss the VA team's conclusions and recommendations.

Identified Potential Savings

Outline the potential initial cost savings, life-cycle cost savings, or user cost savings.

Include summary and totals.

For VA studies concerned with conflict resolution or comparison of alternatives, list the favored course of action and advantages of the action.

Implementation Recommendations

List actions necessary to implement the proposed recommendations.

If possible, obtain written confirmation of implementation steps.

II. VA Study Report

Introduction

Briefly state source of request, funding source, and range of alternatives and costs.

List VA team members, resource persons, and start and end dates of study.

Project Description

If available, list programmed dollars and milestone dates. Briefly outline project function(s) and constraints.

Background

Project History.

Need and Purpose

Briefly discuss need and purpose of the project.

Alternatives

Discuss each alternative.

Analysis of Alternatives

Fully explain how the recommendations meet the identified function(s). Also list any risks or disadvantages associated with each recommendation.

Summary

Include summary of recommendations, potential cost savings for each proposal, and totals.

Possible Attachments

Presentation displays, Vicinity Map, Alignments, Profiles, Cross-sections, etc.

III. VA Study Workbook

Use the FHWA Study Workbook.

Quarterly Status Report for Value Analysis

| | | | | | |
|---------------------|--|------------------|--|-------------------|--|
| Last Change | | EA | | VA FY | |
| District | | Funding Source | | VA Target Date | |
| County | | Program Code | | Start Date | |
| Route | | PSR, PR, or PS&E | | Presentation Date | |
| Kilometer Post (PM) | | Budget Amount | | Complete Date | |
| Description | | | | | |
| Basic Function | | | | | |
| Status | | | | | |

VA TEAM

| First Name | Last Name | Unit | Agency/Organization | Phone |
|------------|-----------|------|---------------------|-------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

RESULTS FROM VA STUDY

| VA Team Recommendations | | Potential Savings | Disposition, Implementation, Dates | |
|--------------------------------------------------|--------------|----------------------|------------------------------------|------------------------|
| 1) | | | | |
| 2) | | | | |
| 3) | | | | |
| 4) | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| <i>Estimates</i> | Construction | Life Cycle | Cost of VA Study | Programmed \$ |
| Design | | | \$ _____ | District \$ _____ |
| VA Team's | | | | Bridge \$ _____ |
| Recommended Savings | | | Implemented Savings | Dist + Bridge \$ _____ |
| Did the VA Study? | | Briefly explain how. | | |
| Improve product quality | | | | |
| Build consensus with our transportation partners | | | | |
| Solve difficult transportation issues | | | | |
| Reduce project development time | | | | |
| Reduce initial cost | | | | |
| Reduce life cycle cost | | | | |